

10/18/23

# Request For Proposal 24-906

## Addendum #1

Please note the following changes which have been made for clarification to this Invitation for Sealed Bid. **This addendum must be listed as Addendum #1 on the ACKNOWLEDGMENT OF RECEIPT OF ADDENDA/AMENDMENTS FORM** of the bid package as verification that you have received and are aware of the information contained herein.

### QUESTIONS/CLARIFICATION/CHANGES:

#### QUESTIONS:

<p>Pg.No. 21. General Contract Terms 7. Compliance with Laws Seller certifies that it and all of its subcontractors to be used in the performance of this agreement are in compliance with 25 O.S. Sec. 1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. Sec. 1313 and includes, but is not limited to, the free Employee Verification Program (E-Verify) available at <a href="http://www.dhs.gov/E-Verify">www.dhs.gov/E-Verify</a>.</p>	<p>As a Canadian Organization, we are not enrolled in Employee Verification (E-Verify) program. Is this a mandatory requirement to participate in this RFP?</p>
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#### ANSWER: Yes

- What is the estimated budget for this RFP ?  
**The City declines to provide that information.**
- Would you consider extending the RFP submission date by 2 weeks ?  
**No.**
- Page 6 Point D: All interested Respondents (Sellers) are required to register with the Buyer in order to receive updates, addenda or any additional information required. You can learn more about the registration process on the following website:  
<https://www.cityoftulsa.org/government/departments/finance/selling-to-the-city/register-as-a-vendor/>  
Question: We are trying to register  
**The deadline listed in the solicitation for registration was October 9<sup>th</sup>. Upon testing, the City website was responsive and functional. Failure to register will not affect your submission evaluation.**
- Page 7 Telematics Hardware requirements 1.12: Does the vendor design and manufacture their own telematics device and dash cameras? Question: is there a scope for vendor to provide any dash cameras to the City ?  
**Yes, there are ten vehicles currently identified in the vehicle list to carry cameras. Please refer to column K, Additional Inputs (Sensors), to find those listing cameras.**

5. Page 7 Telematics Hardware requirements 1.13: Are third party cameras supported ? Question: Do you currently use any dash cameras ? If yes, can you please list the make and model ?  
**The public works department does not use any dash cams.**
6. Page 3: We are looking for a prompt solution. Most importantly, we are looking for an installed and operational solution for our plow fleet in time for winter. Question: Can you please provide the complete vehicle list ?  
**The vehicle list, as best we know it, will be provided.**
7. Pg.No.11. 13. API & Integrations. 13.04. Does Your solution integrate with Navigation solutions? Please list. Question: What is expected in Navigation solutions?  
**This question is being asked in the API and Integrations section so the question is asking if your AVL solution can be integrated into a third party turn-by-turn navigation program (i.e. Garmin or many others). We would like to understand your capability to work with those navigation or dispatch tools.**
8. Pg.No.4. Ability to Hotspot off the existing data connection & Pg.No.7. Telematics Hardware Requirements 1.06. Integrated high-speed WiFi hotspot.  
Question: Could you please confirm if the requirement is for the telematics device to be able to connect to Wi-Fi or for the device to have an on-board Wi-Fi hotspot facility?  
**The requirement is for the telematics device to serve as a telematics hotspot.**
9. Pg.No.4. Dual SIM Cards with the ability to switch carriers live and without user intervention - Preferred Carriers are AT&T and Verizon. Neither have the city fully covered but together we've had pretty good results. Question: Will the City accept the telematics device with a Single SIM Card?  
**No. We are however open to any combination of cellular carriers that utilize different hardware (cell towers and similar).**
10. We would like more information on Section 16 Technical Requirements, specifically 16.16. Could you please expand on hardware level verification?  
**The purpose of this question is to better understand what steps are being taken to prevent malicious code from being run on the telematics device itself. This is a security concern and we'd like to know what is being done at a high level to prevent malicious code including hardware verification within the firmware of the device.**
11. Is the city looking for a new routing solution or an integration with a current provider of routing?  
**The city is currently manually routing calls. We are open to new solutions but it is not mandatory.**
12. If a new routing solution is required will the city use existing tablets/phones for this requirement?  
**Yes. If we pursue a new routing solution, we will have to have some means of communicating that to drivers outside of AVL. The current fleet uses a combination of smartphones, tablets, and laptops to address field information needs. We would keep any new hardware for field data consumption separate from this bid.**
13. Will the work order dispatch come from AssetWorks? Or does the city want the GPS system to provide a new work order dispatch system?  
**Work orders for vehicle maintenance (performed at garages) is managed through AssetWorks M5. Actual field work is managed through Central Square's Lucity program. Lucity has SQL databases that we can push and pull data through an API. With that said, we are currently manually routing calls/dispatching. We are open to new dispatch solutions but it is not mandatory.**

14. Can you please enumerate the vehicles currently with dual-sim capable 5G devices (Cradlepoint), and device model numbers and also other vehicles with other data devices (4G, etc.) and device numbers. Please identify how many total vehicles will be needing 5G devices (or desired spec) to provide complete dual-sim coverage.

The requirement is for the telematics device to serve as a telematics hotspot. The AVL system needs to operate independently of any cradlepoint or similar device we may have. All road-going vehicles need to have this capability. The heavy equipment/yellow iron may have a different solution.

15. In the interest of cost effectiveness, is it desired to provide adequate digital coverage on low-bandwidth vehicles (heavy iron, tractors, etc.) leveraging lower-cost 4G dual sim devices? There is a significant reduction in cost for 4G vs 5G devices. Based on the requested above list, what, if any vehicles are earmarked for a lower cost 4G dual sim solution?

Yes, this is acceptable. We understand that the needs of heavy equipment differ. We also understand that the ability to pull information and telematics from equipment will be brand specific and may not be as comprehensive as a road-going vehicle. To determine which vehicles are equipment, refer to the vehicle list Column O, Equipment or Vehicle, and search for those listed as equipment.

16. What are the top three success factors for this project? How will we mutually measure the success of the project?

We want real time location data, telematics for vehicle and equipment maintenance, and integration with ESRI GIS.

17. What are the titles and departments of the individuals who will be evaluating vendor responses?

The intended review committee would consist of the Director of Public Works, Deputy Director of Public Works, and Four or More Division Managers from within Public Works. Actual attendees may vary due to schedule and availability.

18. What are the top three characteristics you look for in a new vendor?

Capable, Responsive, and Accountable

19. Do you have a budget allocated for this project?

Yes, this project is funded in this fiscal year.

20. What is the current GPS System used today?

a. What are the top 3 things you like about your current GPS System?

b. What are the 3 things you desire that your current GPS System does not provide today?

Public Works does not currently use a GPS system.

21. What is the current Camera System used today?

a. What are the top 3 things you like about your current Camera System?

b. What are the 3 things you desire that your current Camera System does not provide today?

Public Works does not currently use a camera system.

22. Are there any use cases where having multiple camera views (e.g., side / rear view) would be of interest to the City? If so, can you please provide a brief description of the desired use case(s).

Yes. Refer to the Vehicle list for details. An example would be self loading disposal trucks used in the collection of bulky waste or illegal dumping.

23. Have you talked with any vendors as part of market research? If so:

a. What vendors did you speak with?

b. What features were of interest from your evaluation?

Yes. We spoke with Precise LiGO, GPS Insight, and Samsara. The features we are interested in are those listed in the requirements and evaluation criteria.

24. Can the City use facial recognition or Artificial Intelligence to identify drivers?

We are not currently interested in tracking drivers, rather only vehicles and equipment.

25. Do you desire to have a solution to help coach drivers regarding risky or non-productive driving behaviors? If so, please explain your ideal solution.

Yes. We would like vehicles involved in identifiable risky behavior (speeding, fast acceleration, heavy braking, and sharp turns) to be called out. If the technology is in place to identify further challenges such as follow distance, running red lights or stop signs, we would ideally track that too.

26. Does the City anticipate the selected solution to have a future integration with a CAD (computer automated dispatch) solution? If so, can you specify what system(s) the City would anticipate using?

Public Works does not utilize a Computer Automated Dispatch system. Police and Fire use TriTech VisiCAD. The questions listed in section 13.x will help us understand your ability to work with our future needs.

27. Does the proposed system need to provide a WiFi hotspot? If so, can you specify the use case for WiFi and identify the amount of data anticipated to be used?

Yes. The Wi-Fi data will be used by the field teams for work order management. Typical data consumption of field teams is 2-5 Gb per month.

28. Can you specify the length of time you wish to retain the following types of data:

- a. GPS location
- b. Telematics data
- c. Video event data
- d. Fleet Maintenance data
- e. Fuel data
- f. Driver safety data

We currently anticipate saving that information for 5 years.

29. Please rank the following from 1 to 5 (1 being low importance, 5 being highly important):

The criteria and importance listed here is in no way a substitute for the evaluation criteria on Page 14, Evaluation of Proposals. That will remain the best way to understand what the city values.

- |                                   |   |
|-----------------------------------|---|
| a. GPS accuracy                   | 5 |
| b. Mapping quality                | 5 |
| c. Data Retention configurability | 4 |
| d. Reporting capabilities         | 3 |
| e. Navigation                     | 3 |
| f. Hardware quality               | 5 |
| g. Ease of use of the system      | 5 |
| h. Integration with HAAS          | 4 |
| i. Integration with AssetWorks    | 5 |

j. Integration with other systems	5
k. Driver ID	1
l. Video Safety	1
m. Alerts	4
n. Driver Coaching	4
o. Fuel Management	3
p. Dispatch	3
q. Turn by turn directions	2
r. Support	5
s. Warranty	5
t. Pricing	5

30. Does the City have existing mobile hardware (e.g., tablets or mobile devices) that the vendor Driver App is required to work on? If so, please provide the hardware information and operating system used.

We want compatibility with Windows 10, Windows 11, Android Tablets, Android Smartphones, Apple Smartphones. Particular hardware configurations are too many to list. No mobile hardware is more than 5 years old.

31. Can you provide a list of vehicle types and specify requirements by vehicle type?

The vehicle list, as best we know it, will be provided.

32. What is the target date for installation of the selected solution ?

Please refer to page 3 of the solicitation for a schedule.

Notice to Proceed (NTP) – Day 1

Receive Hardware – Day 1-14

Install Hardware - Day 15-60

Software Setup – Day 7-21

User Training – Day 21-30

Software Integration of ESRI GIS – Day 21-42

Software Snow Response Dashboard – Day 42-60

Software Integration of Assetworks M5 – Day 42-60

Software Integration of HAAS Alert – Day 60-75

33. Can the city extend the RFP to 11/3/23 to provide adequate time to vendors to respond and incorporate the City's responses?

No.

34. Would Tulsa be open to tracking their existing Cradlepoint installs (if they are a IBR 1700 or IBR 1900)?

No.

35. Pg.No. 21. General Contract Terms

#### 7. Compliance with Laws

Seller certifies that it and all of its subcontractors to be used in the performance of this agreement are in compliance with 25 O.S. Sec. 1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. Sec. 1313 and includes, but is not limited to, the free Employee Verification Program (E-Verify) available at [www.dhs.gov/E-Verify](http://www.dhs.gov/E-Verify).

As a Canadian Organization, we are not enrolled in Employee Verification (E-Verify) program. Is this a mandatory requirement to participate in this RFP?

Yes.

**CHANGES:**

Price Sheet Summary

Year	Item	Bid Evaluation Qty	Price Per Individual/Single (Unit)	Subtotal of Unit Price x Evaluation Quantity
Year 1	AVL Device Hardware and Harness for Road-Going Vehicle	400		
	AVL Device Hardware and Harness for Heavy Equipment	100		
	Initial Setup & Software Integration	1		
	Single Onsite training for up to 20 users	1		
	Hardware Installation Performed at City Garage or other mutually agreed upon location within the City of Tulsa	500		
	AVL Software Subscription	500		
	5G Dual-Sim Data Hotspot from the AVL Device (Annual)	50		
	Front Facing Camera – In Cab	5		
	Front & Rear Facing Camera – In Cab	5		

	Side Facing Camera – External	5		
	Magnetic Proximity Switch & Cabling for Determining if Snow Plow is Up or Down	60		
Year	Item	Bid Evaluation Qty	Price Per Individual/Single (Unit)	Subtotal of Unit Price x Evaluation Quantity
Year 2	AVL Device Hardware and Harness for Road-Going Vehicle	400		
	AVL Device Hardware and Harness for Heavy Equipment	100		
	AVL Software Subscription	500		
	5G Dual-Sim Data Hotspot from the AVL Device (Annual)	50		
	Front Facing Camera – In Cab	5		
	Front & Rear Facing Camera – In Cab	5		
	Side Facing Camera – External	5		

Year	Item	Bid Evaluation Qty	Price Per Individual/Single (Unit)	Subtotal of Unit Price x Evaluation Quantity
Year 3	AVL Device Hardware and Harness for Road-Going Vehicle	400		
	AVL Device Hardware and	100		

	Harness for Heavy Equipment			
	AVL Software Subscription	500		
	5G Dual-Sim Data Hotspot from the AVL Device (Annual)	50		
	Front Facing Camera – In Cab	5		
	Front & Rear Facing Camera – In Cab	5		
	Side Facing Camera – External	5		

Year	Item	Bid Evaluation Qty	Price Per Individual/Single (Unit)	Subtotal of Unit Price x Evaluation Quantity
Year 4	AVL Device Hardware and Harness for Road-Going Vehicle	400		
	AVL Device Hardware and Harness for Heavy Equipment	100		
	AVL Software Subscription	500		
	5G Dual-Sim Data Hotspot from the AVL Device (Annual)	50		
	Front Facing Camera – In Cab	5		
	Front & Rear Facing Camera – In Cab	5		
	Side Facing Camera – External	5		

Year	Item	Bid Evaluation Qty	Price Per Individual/Single (Unit)	Subtotal of Unit Price x Evaluation Quantity
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Year 5	AVL Device Hardware and Harness for Road-Going Vehicle	400		
	AVL Device Hardware and Harness for Heavy Equipment	100		
	AVL Software Subscription	500		
	5G Dual-Sim Data Hotspot from the AVL Device (Annual)	50		
	Front Facing Camera – In Cab	5		
	Front & Rear Facing Camera – In Cab	5		
	Side Facing Camera – External	5		

# Request for Proposal

## 24-906

**Professional Services for:** Telematics and Automatic Vehicle Locator Hardware and Software

**Department:** Public Works

**NIGP Commodity Code(s):** 055-35, 220-34, 550-92, 958-41

### RFP Schedule

EVENT	DATE
RFP Issue Date	10/02/2023
Pre-Proposal Conference Teams Meeting – Details to be provided	10/11/2023 at 9:00 AM CT
Deadline for Questions <i>Submit to assigned buyer via email.</i>	10/16/2023 <i>10 Days prior to RFP due date</i>
Proposal Due Date <i>Mail or deliver to City Clerk address. Proposals are open the day after the due date.</i>	10/25/2023

If You have any questions or need additional information, contact the Assigned Buyer:

Donny Tiemann, Project Buyer | [dtiemann@cityoftulsa.org](mailto:dtiemann@cityoftulsa.org)  
*All questions should be emailed with the RFP 24-906 in the subject line.*

**Submit proposals (sealed) to:**

**City of Tulsa**  
c/o Office of the City Clerk  
City of Tulsa  
175 E. 2<sup>ND</sup> St.  
Suite 260  
Tulsa, OK 74103



## **I. OVERVIEW AND GOALS:**

1. With this Request for Proposal (RFP), the City of Tulsa is searching to secure a Respondent to provide telematics, safety monitoring, digital documentation, fleet management services, and automatic vehicle locator (AVL) hardware and software (together, “the Services”).
2. This RFP focuses on respondents’ to this RFP (“Respondents”) capabilities to provide the Services to City. The City is willing to consider a wide range of opportunities including but not limited to improvements and/or changes in internal processes and/or tools necessary to realize that improvement. The City expects that the focus of Respondent’s response will include sustainability of the solutions proposed, along with adaptability as the City’s equipment profile changes.
3. The City’s expectation for future relationships with Respondents are as follows:
  - The City is more willing to enter into long-term relationships where such relationships offer significant strategic benefit;
  - The City will display commitment to ongoing optimization and quality improvement in all future relationships with Respondents;
  - The City will show commitment to any reasonable technology/process changes that Respondent identifies, which promise improved service/reliability provided that such technology/process has been proven before in similar environments.
4. The City recognizes that the capabilities and business models of Respondents will vary. Respondents are encouraged to propose products and/or services for which they have demonstrated their delivery capability and for which they believe can offer a unique value proposition to City of Tulsa.
5. Respondents are discouraged from proposing outside of their capabilities for the sole purpose of offering a broader scope of products and/or services.
6. The City reserves the right to award a contract in whole or in part as it sees fit.
7. “You” or “Your” means the Respondent responding to this RFP or the Respondent whose Bid the City accepts.
8. “We” and “our” shall mean the City of Tulsa including its Public Works Department.

We enthusiastically look forward to receiving Your proposal.

## **II. BACKGROUND:**

The City of Tulsa Public Works department has approximately 400 plated vehicles and 100 pieces of equipment that we would like to track and monitor. There are a wide range of operational concerns we would like to address with an AVL system.

Many of our employees work solo. We are first and foremost concerned about their safety and the safety of the public. On more than one occasion, we have found drivers in medical need. The ability to precisely locate drivers in those situations will save precious time. We also want to be able to proactively coach any drivers with potentially dangerous behavior before an incident occurs.

Operationally, we have a lot of different work that requires attention with assets across a large area. We need to track assets and manage dispatch operations. We are looking for a system that aids in location, tracking, and work order dispatch. Work orders are added throughout the day so this system would be ideally able to accommodate changes to dispatch in a nearly live manner. Accomplishing this in full does require the ability to integrate data with ESRI's GIS platform.

With a fleet of this size, we always have maintenance challenges. We are looking for a telematics solution to help us understand the condition of our fleet. Our current fleet management software is Assetworks M5. We are looking for an integrated solution.

There is a strong likelihood that other departments within the City will join in this solution. Initial quantities will be around 500 assets. Totals may reach 1000 this year and up to 3000 within the life of this proposal. Our Emergency fleet requires the ability to integrate with HAAS Alert.

### III. TIMELINE:

The schedule below provides estimated dates for the RFP and contracting process. The City of Tulsa may adjust this schedule as needed.

RFP Issue Date:	October 2, 2023
Pre-Proposal TEAMS Meeting Date:	October 11, 2023
(Register your attendees with Buyer by October 9, 2023)	
RFP Submission Due Date:	October 25, 2023

We are looking for a prompt solution. Most importantly, we are looking for an installed and operational solution for our plow fleet in time for winter. This requires that hardware be readily available in inventory and that software solutions be ready.

Following the completion of the Agreement, the ideal schedule below is in calendar days.

Network Time Protocol (NTP) – Day 1
Receive Hardware – Day 1-14
Install Hardware - Day 15-60
Software Setup – Day 7-21
User Training – Day 21-30
Software Integration of ESRI GIS – Day 21-42
Software Snow Response Dashboard – Day 42-60
Software Integration of Assetworks M5 – Day 42-60
Software Integration of HAAS Alert – Day 60-75

#### **IV. SCOPE OF SERVICES:**

The City is looking to purchase over 500 vehicle safety monitoring solutions for our City response and support vehicles. The solution should include coaching workflows, data trending, and automated safety and risk reports. In addition, we are seeking the ability to gather telematics in multiple items, including odometer readings, error codes, and the use of emergency warning devices.

All responses should be inclusive of all costs for ownership including hardware, software, licensing, installation, cellular data fees, maintenance, warranty, etc.

We will consider multiple payment options for equipment and services including purchasing equipment, leasing, or rental options, or similar. Responses may include multiple cost structures but must include the total cost per unit for each option. Replacement and upgrade schedules should be clearly defined along with any trade-in value for the equipment.

#### **System Requirements**

##### **GPS Tracking**

- Real-time location tracking with data points every second
- Ability to view all assets and vehicles within a time range, date, and general location.
- Create custom geofences.

##### **Telematics for Liability / Crash Events**

- Six Axis G-Force Monitoring
- Throttle and Brake position
- Vehicle Speed
- Engine Codes

##### **Dual SIM Cards with the ability to switch carriers live and without user intervention**

- Preferred Carriers are AT&T and Verizon. Neither have the city fully covered but together we've had pretty good results.

##### **Ability to Hotspot off the existing data connection**

##### **Video Integration within their infrastructure**

- HDR or an equivalent optimizing low light and night vision capture
- Ability to scale video resolution
- Color video playback
- Operate within normal temperatures for the environment, i.e. -20°F to 120°F
- Automatic firmware updates
- Automatic upload of at-risk driving behaviors
- Support for forward, in-cab, side, and rear cameras.

##### **Service level agreement for 3 day response to replace bad units**

##### **Software**

- Fully hosted cloud-based safety and telematics solution
- Ability to retain data for a minimum of 5 years
- Ability to send automated alerts for certain events

- Support for SMS, email, and webhook alerts.
- Ability to review harsh events.
- Ability to review other at-risk behaviors, for example, drowsy driving, distracted driving, and near-forward collision.
- Open application programming interface (API) for integration with other software and reporting needs.
- Unlimited data views and users in user interface plus export ability and SQL access
- Integration with ESRI GIS Platform
- AssetWorks M5 integrations
  - o Engine Codes
  - o Fuel Island hours and miles
- HAAS Alert System Compatibility

Coaching and scoring platform:

- a. Ability to automatically assign coaching based on a predetermined hierarchy.
- b. Capture and distinguish between positive behavior and negative behavior (positive reinforcement).
- c. Monitor and trend all driving behaviors.
- d. Ability to assign a safety score to all drivers

## **V. DELIVERABLES:**

The products, reports, and plans to be delivered to City of Tulsa will include:

- 1) Telematics Hardware
- 2) Cloud-based software
- 3) User Training for up to 20 users

## **VI. INSTRUCTIONS FOR SUBMITTING A PROPOSAL:**

- A.** Proposals must be received by **5:00 p.m. on Wednesday, October 25, 2023, Central Time (Oklahoma)**. Please place proposals in a sealed envelope or box clearly labeled “**RFP 24-906, Telematics and Automatic Vehicle Locator Hardware and Software**”.

**Proposals received late will be returned unopened.**

- B.** Proposals shall be delivered and sealed to:

City of Tulsa  
c/o Deputy City Clerk  
City of Tulsa  
175 E. 2<sup>nd</sup> St.  
Suite 260  
Tulsa, OK 74103

**C. Interested Respondents should submit:**

One (1) unbound original and three (3) bound copies of the proposal plus one (1) digital copy (compact disc or USB drive).

- D.** All interested Respondents (Sellers) are required to register with the Buyer in order to receive updates, addenda or any additional information required. You can learn more about the registration process on the following website:  
<https://www.cityoftulsa.org/government/departments/finance/selling-to-the-city/register-as-a-vendor/>.

THE CITY OF TULSA is not responsible for any failure to register.

- E.** Inquiries or questions to the Buyer requesting clarification regarding the Request for Proposal must be made via e-mail and must be received prior to the end of the business day on **Monday, October 16, 2023**.

**Donny Tiemann, Project Buyer**  
[dtiemann@cityoftulsa.org](mailto:dtiemann@cityoftulsa.org)

Any questions regarding this RFP will be handled as promptly and as directly as possible. If a question requires only minor clarification of instructions or specifications, it will be handled via e-mail. If any question results in a substantive change or addition to the RFP, the change or addition will be forwarded to all registered Respondents as quickly as possible by addendum.

- F.** Proposals will be opened on the morning after the due date, at 8:30am, at the:

**Standards, Specifications, and Awards Committee Meeting**  
**175 East 2<sup>nd</sup> Street, 2<sup>nd</sup> Floor**  
**City Council Chamber**  
**Tulsa, Oklahoma**

**VII. RESPONSE QUESTIONS AND PROPOSAL REQUIREMENTS**

To be considered, interested Respondents must submit or address the following questions or information requests:

<b>Telematics Hardware</b>	
<b>1.00</b>	<b>Requirements</b>
1.01	Real-time vehicle telemetry (position, engine status and diagnostics update continuously, in real-time) with GPS data-points every second while vehicle is on or unit has power
1.02	Ability to monitor vehicle parameters (Battery voltage, mileage, engine hours, fuel level, fuel consumption, DEF (Diesel Emissions Fluid) level, seatbelt, fault codes, tire pressure, oil pressure, idling, power take-off)
1.03	Automatic detection, decoding and alerting of diagnostic trouble codes
1.04	Ability to track light-, medium-, and heavy-duty vehicles and yellow-iron assets
1.05	Ability to track electric vehicles (State of Charge (SOC), kWh and MPGe.)
1.06	Integrated high-speed WiFi hotspot (802.11)
1.07	Ability to self-install hardware with tamper-resistant solutions
1.08	Automated real-time device health monitoring and reporting
1.09	Automatic over-the-air firmware updates
1.10	Automatic GPS pairing of telematics equipped trailers to telematic equipped vehicles.
1.11	Interoperability across vehicle telematics, asset telematics, and dash cams
1.12	Does the vendor design and manufacture their own telematics device and dash cameras?
1.13	Are third party cameras supported?
1.14	Telematics device must have backup battery and ability to detect if unit is unplugged
<b>2.00</b>	<b>Technical Requirements</b>
2.01	Telematics hardware must use two cellular SIMs and the ability to switch carriers without switching hardware or active user intervention
2.02	GPS (Global Positioning System) Satellite Compatible

2.03	Integrated 6 axis accelerometer enabling harsh event detection
2.04	Ability to store HOS, Trip and Harsh event data (Cache) when outside of cellular coverage and forward data when connectivity is restored
2.05	Support for OBD-II, J1939 and J1708
2.06	Support for both 12V and 24V vehicle systems and up to 36V for Assets
2.07	Built-in digital auxiliary inputs
<b>3.00</b>	<b>Accessory Hardware</b>
3.01	Available integrated road and dual-facing dash cameras
3.02	Available integrated asset tracking
3.03	Available integrated panic button
3.04	Available ID card reader
<b>Telematics Software</b>	
<b>4.00</b>	<b>Software Administrator Requirements</b>
4.01	Ability to access dashboard from web browser with unlimited users/logins
4.02	Ability to access dashboard from native IOS or Android mobile app with unlimited users/logins
4.03	Tag-based structure or similar to create hierarchical groups of users and assets to allow for flexible administration of sub-organizations
4.04	Customizable user roles and permissions settings
4.05	Configurable driver/employee apps and workflows
4.06	Configurable dashboards for specific work types such as snow or emergency response
4.07	Configurable vehicle types, reports, and alerts
4.08	Ability to set condition-based alerts
4.09	Customizable geofences with alerts
4.10	User management with email verification, authentication audit logs, and two-factor authentication
4.11	Customizable data retention policies
<b>5.00</b>	<b>Cloud-based Dashboard</b>
5.01	Cloud-based fleet management tool

5.02	Retention of all data for lifetime of the account, with ability to adjust default retention policy
5.03	Integrated real-time weather map overlay
5.04	Integrated real-time traffic map overlay
5.05	Support for SMS, email and webhook alerts
5.06	Ability to export reports to .CSV, PDF, JSON, and XML
5.07	Ability to schedule reports for distribution
5.08	Platform-wide search capability on VIN, driver name, serial & unit number
<b>6.00</b>	<b>Mobile Applications</b>
6.01	Driver application (iOS and Android)
6.02	Available Installer mobile application (iOS and Android)
6.03	Fleet management application (iOS and Android) with integrated messaging, vehicle telematics, safety event review
6.04	Support for real-time two-way messaging between drivers and fleet managers
6.05	Support for both iOS and Android devices
6.06	Automatic over-the-air upgrades
<b>Maintenance</b>	
<b>7.00</b>	<b>Vehicle Maintenance</b>
7.01	Ability to create custom preventative maintenance schedules triggered on time, mileage and/or engine hour intervals
7.02	Ability to track maintenance actions per vehicle
7.03	Ability to identify and alert fault codes on vehicles
7.04	Ability to review the fault code history for a vehicle
7.05	Ability to alert on low vehicle DEF level
<b>8.00</b>	<b>Fuel &amp; Energy</b>
8.01	Support for reporting on electric vehicles including display of current state of charge, battery health, and charging status
8.02	Support for reporting on fuel efficiency and estimated carbon emissions

8.03	Support for reporting on driver efficiency beyond miles per gallon (including coasting, idle time, anticipation, cruise control use, Green band, Overspeed and High Torque)
8.04	Ability to provide recommendations for fleet electrification. Including (Lifetime usage, Average daily range, Estimated annual fuel savings, Max range and Estimated annual emissions saved)
8.05	Ability to alert on low vehicle fuel state
<b>9.00</b>	<b>Vehicle Utilization</b>
9.01	Support for utilization reporting
9.02	Ability to alert on unexpected vehicle or asset movement
9.03	Support for time-on-site reporting
<b>Safety</b>	
<b>10.00</b>	<b>Driver Efficiency &amp; Communication</b>
10.01	Support for time-on-site reporting
10.02	Support for reporting on co-location of supervisors with work crews
10.03	Ability to monitor & report on safe/efficient driving behaviors (Idle time, stop time, breaking, acceleration, speeding, cornering / swerving, high torque, over speed, green band, cruise control activation, anticipation)
10.04	Ability to monitor & report on idling without PTO engaged
<b>Efficiency</b>	
<b>11.00</b>	<b>Routing &amp; Dispatch</b>
11.01	Ability to dispatch drivers in real time
11.02	Ability to update dispatches and routes
11.03	Ability to alert on vehicle movement outside of an expected route
11.04	Ability to configure route stop arrival alerts
11.05	Support for route planning and optimization
11.06	Support for real-time dispatch of closest vehicle
11.07	Ability to determine if fleet vehicles were near a location at a historical point in time
11.08	Reporting on planned vs. actual performance in route execution
11.09	Ability to support both automated & manual route tracking

11.10	Configurable automated route tracking parameters; ability to define tracking windows and on-time performance
11.11	Ability to share live estimated times of arrival (Internally and Externally)
<b>12.00</b>	<b>Workflows</b>
12.01	Ability to define configurable workflows for drivers to follow. (Start of Day, End of Day and at Route Stops)
12.02	Ability to define custom Inspection templates for different vehicles/equipment in our fleet
12.03	For Custom Driver Documents, the ability to create any type of field (Ex. Text, Multiple Choice, Photo, Bar Code, Scan Document, e-signature)
12.04	For Custom Driver Documents, the ability to capture advanced data types, including e-signatures and barcodes
12.05	Ability to add custom buttons to launch custom app and or websites from the Driver Application
<b>3<sup>rd</sup> Party Software Integration</b>	
<b>13.00</b>	<b>API &amp; Integrations</b>
13.01	Will Your solution support 3rd-party integrations? If so, how? Is there an additional cost? Please detail.
13.02	Does Your solution integrate with Fuel Management solutions? Please list.
13.03	Does Your solution integrate with Routing/Dispatch solutions? Please list.
13.04	Does Your solution integrate with Navigation solutions? Please list
13.05	Does Your solution integrate with AssetWorks M5?
13.06	Does Your solution integrate with HAAS Alerts?
13.07	Does Your solution have prebuilt OEM (Original Equipment Manufacturer) Integrations? Please list
13.08	Does Your solution integrate with Maintenance solutions? Please list.
13.09	Does Your solution integrate with ESRI GIS?
13.10	Does Your solution integration with Business Intelligence tools such as PowerBI and Tableau?

13.11	Does Your solution have a REST-based API ?
<b>Data &amp; Security</b>	
<b>14.00</b>	<b>Business Practices</b>
14.01	Ability to send feedback directly to product development teams
14.02	Public status page documenting system health and past incidents
14.03	Ability to subscribe to real-time automatic system health status updates
14.04	Provide Your hardware failure rate
14.05	Describe your hardware warranty policy and warranty exchange processes
<b>15.00</b>	<b>Services</b>
15.01	Describe Your implementation support services
15.02	Available training resources such as live training and step-by-step videos
15.03	Describe Your technical support services
15.04	24/7 Support via phone, email, and chat
15.05	Describe Your technical support documentation
15.06	Dedicated customer success manager
<b>16.00</b>	<b>Technical Requirements &amp; Certifications</b>
16.01	ISO 27001 Security certified
16.02	SOC2 Type 2 Security Certification
16.03	No Default Passwords or Debug Modes
16.04	All communications secured by SSL with 256-bit AES encryption
16.05	TLS 1.2 protocols
16.06	FIPS 140-2 compliant encryption standards
16.07	Redundant hosted software service
16.08	Hardware runs digitally signed firmware
16.09	Support for SSO (Single Sign-On)

16.10	Network devices, including firewall and other boundary devices
16.11	IP- and port-based firewalls
16.12	Administrative access restricted by public key (RSA)
16.13	Elastic load balancing
16.14	Highly available DNS services
16.15	Command Safe List
16.16	Hardware-Level Verification
<b>17.00</b>	<b>Technical Requirements &amp; Certifications</b>
17.01	Bug Bounty Program
17.02	At least annual penetration testing for all hardware & software products by 3rd-party experts
17.03	Over the air patches

**EVALUATION OF PROPOSALS:**

The approval of the selected Respondent will be subject to the final determination of the City of Tulsa and will be contingent on the successful completion of a contract between the City of Tulsa and the selected Respondent(s).

All bids will be evaluated using the following criteria:

Category	Total Points	What Would a Top Score Look Like?
<i>Hardware</i>	<b>100</b>	We will look at the responses to questions 1 – 3 (Telematics Hardware Category) as found in Section VII. We are looking for those features.
<i>Software Interface</i>	<b>25</b>	We will look at the responses to questions 4 – 6 (Telematics Software Category) as found in Section VII. We are looking for those features.
<i>Vehicle Maintenance</i>	<b>25</b>	We will look at the responses to questions 7 – 9 (Maintenance Category) as found in Section VII. We are looking for those features.
<i>Safety</i>	<b>50</b>	We will look at the responses to questions 10 (Safety Category) as found in Section VII. We are looking for those features.
<i>Work Efficiency</i>	<b>25</b>	We will look at the responses to questions 11 - 12 (Efficiency Category) as found in Section VII. We are looking for those features.
<i>3<sup>rd</sup> Party Software Integration</i>	<b>50</b>	We will look at the responses to questions 13 (Software Integration Category) as found in Section VII. We are looking for those features.
<i>Data &amp; Security</i>	<b>25</b>	We will look at the responses to questions 14 - 17 (Data & Security Category) as found in Section VII. We are looking for those features.
<i>Pricing</i>	<b>100</b>	Lower pricing preferred. We will look at total costs including hardware, installation, integration, and subscriptions costs.
	<b>400</b>	

The City of Tulsa also reserves the right to evaluate based on the full list of eligible criteria listed in [Title 6, Chapter 4](#) of the Tulsa Revised Ordinances (TRO): [https://library.municode.com/ok/tulsa/codes/code\\_of\\_ordinances](https://library.municode.com/ok/tulsa/codes/code_of_ordinances).

## **VIII. MISCELLANEOUS**

- A.** The City expects to enter into a written contract with the chosen Respondent that shall incorporate this RFP and selected Respondent's proposal. Further, Respondent will be bound to comply with the provisions set forth in this RFP. In addition to any terms and conditions included in this RFP, the City may include in the contract other terms and conditions as deemed necessary. The selected Respondent's response to this RFP will be considered part of the Agreement, if one is awarded to You.
- B.** All data included in this RFP, as well as any attachments, are proprietary to the City of Tulsa.
- C.** The City notifies all possible Respondents that no person shall be excluded from participation in, denied any benefits of, or otherwise discriminated against in connection with the award and performance of any contract on the basis of race, religious creed, color, national origin, ancestry, physical disability, sex, age, ethnicity, or on any other basis prohibited by law.
- D.** All Respondents shall comply with all applicable laws regarding equal employment opportunity and nondiscrimination. They shall also comply with the Americans with Disabilities Act (ADA).
- E.** The use of the City's name in any way as a potential customer is strictly prohibited except as authorized in writing by the City.
- F.** The City assumes no responsibility or liability for any costs You may incur in responding to this RFP, including attending meetings or contract negotiations.
- G.** The City is bound to comply with Oklahoma's Open Records Act, and information submitted with Your proposal, with few exceptions, is a matter of public record. For specifics on the Oklahoma Open Records Act, see the link here: <https://libraries.ok.gov/law-legislative-reference/library-laws/statutes-open-records/>.

The City shall not be under any obligation to return any materials submitted in response to this RFP request.

- H.** The City shall not infringe upon any intellectual property right of any Respondent but reserves the right to use any concept or methods contained in the proposal. Any desired restrictions on the use of information contained in the proposal should be clearly stated. Responses containing Your proprietary data shall be safeguarded with the same degree of protection as The City's own proprietary data. All such proprietary data contained in Your proposal must be clearly identified.
- I.** The City has the right to modify the RFP and the requirements herein, to request modified proposals from Respondents, and to negotiate with the selected Respondent on price and other contract terms, as necessary to meet the City's Objectives.

- J. Seller and its subcontractors must obtain at Seller's expense and keep in effect so long as City is purchasing Supplies or Services from Seller pursuant to this Bid, policies of insurance in the minimum amounts set forth below and Workers' Compensation and Employer's Liability insurance in the statutory limits required by law.

General Liability: personal injury and property damage, each occurrence	\$1,000,000.00
Auto Liability, each occurrence	\$1,000,000.00
Workers' Compensation	(Statutory limits)

**Seller's insurer must be authorized to transact business in the State of Oklahoma.**  
Seller will have 10 Days after notification that its Bid was Accepted by the City to provide proof of coverage.

## RESPONDENT INFORMATION SHEET

**Respondent's Legal Name:** \_\_\_\_\_

(Must be Respondent's company name as reflected on its organizational documents, filed with the state in which Respondent is organized)

**State of Organization:** \_\_\_\_\_

**Respondent's Type of Legal Entity: (check one)**

- |  |  |
|--|--|
| <input type="checkbox"/> Sole Proprietorship       | <input type="checkbox"/> Limited Partnership                   |
| <input type="checkbox"/> Partnership               | <input type="checkbox"/> Limited Liability Partnership         |
| <input type="checkbox"/> Corporation               | <input type="checkbox"/> Limited Liability Limited Partnership |
| <input type="checkbox"/> Limited Liability Company | <input type="checkbox"/> Other: _____                          |

**Respondent's Address:** \_\_\_\_\_

Street City State Zip Code

**Respondent's Website Address:** \_\_\_\_\_

**Sales Contact:**

Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Contact for Legal Notice:**

Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**How did you learn about this business opportunity with the City of Tulsa?**

- ☐ Email from Assigned Buyer
- ☐ City of Tulsa Website
- ☐ Tulsa World posting
- ☐ Purchasing search engine
- ☐ Industry colleague
- ☐ Other: [Click or tap here to enter text.](#)

## Price Sheet Summary

**Respondent's Legal Name:** \_\_\_\_\_

(Must be Respondent's company name as reflected on its organizational documents, filed with the state in which Respondent is organized)

Please present a Fee Schedule for each year's services:

For quantities, assume 400 on-road vehicles (a mix of light and heavy trucks) and 100 off-road assets (mostly heavy equipment).

For years 2-5, if hardware is purchased or included in the subscription's costs, list \$0.

If any of these line items are included, list \$0 and do not leave blank.

Year	Item	Bid Evaluation Qty	Price Per Individual/Single (Unit)	Subtotal of Unit Price x Evaluation Quantity
Year 1	AVL Device Hardware and Harness for Road-Going Vehicle	400		
	AVL Device Hardware and Harness for Heavy Equipment	100		
	Initial Setup & Software Integration	1		
	Single Onsite training for up to 20 users	1		
	Hardware Installation Performed at City Garage or other mutually agreed upon location within the City of Tulsa	500		
	AVL Software Subscription	500		
	5G Dual-Sim Data Hotspot from the AVL Device (Annual)	50		
	Front Facing Camera – In Cab	5		
	Front & Rear Facing Camera – In Cab	5		
	Side Facing Camera – External	5		

	Magnetic Proximity Switch & Cabling for Determining if Snow Plow is Up or Down	60		
<b>Year</b>	<b>Item</b>	<b>Bid Evaluation Qty</b>	<b>Price Per Individual/Single (Unit)</b>	<b>Subtotal of Unit Price x Evaluation Quantity</b>
<b>Year 2</b>	AVL Device Hardware and Harness for Road-Going Vehicle	400		
	AVL Device Hardware and Harness for Heavy Equipment	100		
	AVL Software Subscription	500		
	5G Dual-Sim Data Hotspot from the AVL Device (Annual)	50		
	Front Facing Camera – In Cab	5		
	Front & Rear Facing Camera – In Cab	5		
	Side Facing Camera – External	5		

<b>Year</b>	<b>Item</b>	<b>Bid Evaluation Qty</b>	<b>Price Per Individual/Single (Unit)</b>	<b>Subtotal of Unit Price x Evaluation Quantity</b>
<b>Year 3</b>	AVL Device Hardware and Harness for Road-Going Vehicle	400		
	AVL Device Hardware and Harness for Heavy Equipment	100		
	AVL Software Subscription	500		
	5G Dual-Sim Data Hotspot from the AVL Device (Annual)	50		
	Front Facing Camera – In Cab	5		
	Front & Rear Facing Camera – In Cab	5		
	Side Facing Camera – External	5		

Year	Item	Bid Evaluation Qty	Price Per Individual/Single (Unit)	Subtotal of Unit Price x Evaluation Quantity
Year 4	AVL Device Hardware and Harness for Road-Going Vehicle	400		
	AVL Device Hardware and Harness for Heavy Equipment	100		
	AVL Software Subscription	500		
	5G Dual-Sim Data Hotspot from the AVL Device (Annual)	50		
	Front Facing Camera – In Cab	5		
	Front & Rear Facing Camera – In Cab	5		
	Side Facing Camera – External	5		

Year	Item	Bid Evaluation Qty	Price Per Individual/Single (Unit)	Subtotal of Unit Price x Evaluation Quantity
Year 5	AVL Device Hardware and Harness for Road-Going Vehicle	400		
	AVL Device Hardware and Harness for Heavy Equipment	100		
	AVL Software Subscription	500		
	5G Dual-Sim Data Hotspot from the AVL Device (Annual)	50		
	Front Facing Camera – In Cab	5		
	Front & Rear Facing Camera – In Cab	5		
	Side Facing Camera – External	5		

Year 1 Total: \$ \_\_\_\_\_

Year 2: \$ \_\_\_\_\_

Year 3: \$ \_\_\_\_\_

Year 4: \$ \_\_\_\_\_

Year 5: \$ \_\_\_\_\_

5-YEAR TOTAL	\$ _____
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By signing here, I affirm that these prices are my formal offer and agree to the inclusion of the City of Tulsa's general contract terms and conditions as listed in Appendix A in any contract with the City of Tulsa.

Company Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Title: \_\_\_\_\_

**AFFIDAVIT  
NON-COLLUSION AND INTEREST**

STATE OF \_\_\_\_\_ )  
COUNTY OF \_\_\_\_\_ )ss.

I, \_\_\_\_\_, of lawful age, being first duly sworn, state that:

**(Seller's Authorized Agent)**

1. I am the Authorized Agent of Seller herein for the purposes of certifying facts pertaining to the existence of collusion between and among Bidders and municipal officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the proposal to which this statement is attached.
2. I am fully aware of the facts and circumstances surrounding the making of Seller's Bid to which this statement is attached, and I have been personally and directly involved in the proceedings leading to the submission of such Bid; and
3. Neither the Seller nor anyone subject to the Seller's direction or control has been a party:
  - a. to any collusion among Bidders in restraint of freedom of competition by agreement to respond at a fixed price or to refrain from responding,
  - b. to any collusion with any municipal official or employee as to quantity, quality, or price in the prospective contract, or as to any other terms of such prospective contract, nor
  - c. in any discussions between Bidders and any municipal official concerning exchange of money or other thing of value for special consideration in the letting of a contract.
4. No officer or employee of the City of Tulsa either directly or indirectly owns a five percent (5%) interest or more in the Bidders business or such a percentage that constitutes a controlling interest. Affiant further states that the following officers and/or employees of the City of Tulsa own an interest in the Bidders business which is less than a controlling interest, either direct or indirect.

By: \_\_\_\_\_

Signature

Title: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

Notary Commission Number: \_\_\_\_\_

**The Affidavit must be signed by an authorized agent and notarized.**

## City of Tulsa General Contract Terms

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It is anticipated that the City of Tulsa will enter into an Agreement with the selected Respondent ("Seller") for an initial term ending one (1) year from the date of its execution by the City's Mayor, with four (4) one-year renewals available at the option of the City. Contracts entered into by the City of Tulsa generally include, but are not limited to, the following terms:

1. **Renewals.** Seller understands and acknowledges that any future contracts or renewals are neither automatic nor implied by this Agreement. The continuing purchase by City of the Services set forth in this Agreement is subject to City's needs and to City's annual appropriation of sufficient funds in City's fiscal year (July 1<sup>st</sup> to June 30<sup>th</sup>) in which such Services are purchased. In the event City does not appropriate or budget sufficient funds to perform this Agreement, this Agreement shall be null and void without further action by City.
2. **No Indemnification or Arbitration by City.** Seller understands and acknowledges that City is a municipal corporation that is funded by its taxpayers to operate for the benefit of its citizens. Accordingly, and pursuant to Oklahoma law, City shall not indemnify nor hold Seller harmless for loss, damage, expense or liability arising from or related to this Agreement, including any attorneys' fees and costs. In addition, Seller shall not limit its liability to City for actual loss or direct damages for any claim based on a breach of this Agreement and the documents incorporated herein. City reserves the right to pursue all legal and equitable remedies to which it may be entitled. City will not agree to binding arbitration of any disputes.
3. **Intellectual Property Indemnification by Seller.** Seller agrees to indemnify, defend, and save harmless City and its officers, employees and agents from all suits and actions of every nature brought against them due to the use of patented, trademarked or copyright-protected appliances, products, materials or processes provided by Seller hereunder. Seller shall pay all royalties and charges incident to such patents, trademarks or copyrights.
4. **General Liability and Indemnification.** Seller shall hold City harmless from any loss, damage or claims arising from or related to the performance of the Agreement herein. Seller must exercise all reasonable and customary precaution to prevent any harm or loss to all persons and property related to this Agreement. Seller agrees to indemnify and hold the City harmless from all claims, demands, causes of action or suits of whatever nature arising out of the services, labor, and material furnished by Seller or Seller's subcontractors under the scope of this Agreement.
5. **Liens.** Pursuant to City's Charter (Art. XII, §5), no lien of any kind shall exist against any property of City.
6. **No Confidentiality.** Seller understands and acknowledges that City is subject to the Oklahoma Open Records Act (51 O.S. §24A.1 *et seq.*) and therefore cannot assure the confidentiality of contract terms or other information provided by Seller pursuant to this Agreement that would be inconsistent with City's compliance with its statutory requirements there under.
7. **Compliance with Laws.** Seller shall be responsible for complying with all applicable federal, state and local laws. Seller is responsible for any costs of such compliance. Seller shall take the necessary actions to ensure its operations in performance of this contract and employment practices are in compliance with the requirements of the Americans with Disabilities Act. Seller certifies that it and all of its subcontractors to be used in the performance of this agreement are in compliance with 25 O.S. Sec. 1313 and participate in the Status Verification System. The Status Verification System is defined in 25 O.S. Sec. 1313 and includes, but is not limited to, the free Employee Verification Program (E-Verify) available at [www.dhs.gov/E-Verify](http://www.dhs.gov/E-Verify).

8. **Right to Audit.** The parties agree that books, records, documents, accounting procedures, practices, price lists or any other items related to the Services provided hereunder are subject to inspection, examination, and copying by City or its designees. Seller shall retain all records related to this Agreement for the duration of the contract term and a period of three years following completion and/or termination of the contract. If an audit, litigation, or other action involving such records begins before the end of the three year period, the records shall be maintained for three years from the date that all issues arising out of the action are resolved or until the end of the three year retention period, whichever is later.
9. **Governing Law and Venue.** This Agreement is executed in and shall be governed by and construed in accordance with the laws of the State of Oklahoma without regard to its choice of law principles, which shall be the forum for any lawsuits arising under this Agreement or incident thereto. The parties stipulate that venue is proper in a court of competent jurisdiction in Tulsa County, Oklahoma and each party waives any objection to such venue.
10. **No Waiver.** A waiver of any breach of any provision of this Agreement shall not constitute or operate as a waiver of any other provision, nor shall any failure to enforce any provision hereof operate as a waiver of the enforcement of such provision or any other provision.
11. **Entire Agreement/No Assignment.** This Agreement and any documents incorporated herein constitute the entire agreement of the parties and supersede any and all prior agreements, oral or otherwise, relating to the subject matter of this Agreement. This Agreement may only be modified or amended in writing and signed by both parties. Notwithstanding anything to the contrary herein, the City does not agree to the terms of any future agreements, revisions or modifications that may be required under this Agreement unless such terms, revisions or modifications have been reduced to writing and signed by both parties. Seller may not assign this Agreement or use subcontractors to provide the Goods and/or Services without City's prior written consent. Seller shall not be entitled to any claim for extras of any kind or nature.
12. **Equal Employment Opportunity.** Seller shall comply with all applicable laws regarding equal employment opportunity and nondiscrimination.

**The undersigned agrees to the inclusion of the above provisions, among others, in any contract with the City of Tulsa.**

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Title: \_\_\_\_\_

## ACKNOWLEDGMENT OF RECEIPT OF ADDENDA/AMENDMENTS

I hereby acknowledge receipt of the following addenda or amendments and understand that such addenda or amendments are incorporated into the Bid Packet and will become a part of any resulting contract.

List Date and Title/Number of all addenda or amendments: (Write "None" if applicable).

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---

---

**Sign Here ►**

Printed Name:

Title:

Date:

**THE REST OF THIS PAGE LEFT INTENTIONALLY BLANK**

## RESPONDENT CHECKLIST

Use this checklist to ensure You have properly read and completed all documents listed below. This document (the RFP) contains all the following materials, which must be completed and returned to the City of Tulsa c/o City of Tulsa Clerk's Office. We recommend You include this checklist with Your proposal.

Proposer's Name: \_\_\_\_\_

RESPONDENT CHECKLIST	
RESPONDENT DOCUMENTS	INCLUDED?
Cover Letter	
Proposal Narrative	
Responses to Proposal Questions	
Respondent Information Sheet (required form)	
Price Sheet Summary (required form)	
Affidavit (Non-Collusion and Interest) (required form)	
City of Tulsa General Contract Terms (required form)	
Acknowledgment of Receipt of Addenda / Amendments	
Additional Information (Optional)	

**Please Return Entire RFP Packet**

## PACKING LABEL

### Top Left Corner of Label

**FROM: [Name]**

[Respondent's legal name]

[Street Address]

[City, State, Zip Code]

**FROM:**

**City of Tulsa - City Clerk's Office**

175 East 2<sup>nd</sup> Street, Suite 260

Tulsa, OK, 74103

**Respondent Submission For:**

RFP# 24-906

RFP DESCRIPTION: Telematics and Automatic Vehicle Locator Hardware and Software

This label ensures that Your proposal will be sent to the correct office (City Clerk's) and that it is associated with the correct Solicitation (indicated by the RFP number).  
Proposals must be sealed and either mailed or delivered to the City Clerk's Office.  
Proposals must also be received no later than 5:00 PM (CST) on date listed on the first page of the RFP.